

**ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS
ADMINISTRATIVE CODE**

**CHAPTER 303-X-1
COMPOSITION OF THE BOARD**

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PREAMBLE

Rules and regulations of the Alabama State Board of Electrical Contractors for testing and licensing are affected by the "Alabama Electrical Contractors Act" No. 85-921 passed September 25, 1985 and amended by Act No. 88-129 on March 31, 1988.

303-X-1-.01 Name. The name of this Board shall be the "Alabama Board of Electrical Contractors," hereinafter referred to as the Board.

Author: D. Mike Weeks

Statutory Authority: Code of Ala. 1975, §§ 34-36-1, et seq.

History: Filed March 7, 1986.

303-X-1-.02 Office Of The Board. The office of the Board may be located at the office of the executive secretary. In addition to compensation, the executive secretary may provide the necessary clerical, secretarial, accounting, administrative facilities and office space as necessary to house the staff and records at a reasonable rate approved by the Board.

Author: D. Mike Weeks

Statutory Authority: Code of Ala. 1975, §§ 34-36-1, et seq.

History: Filed March 7, 1986.

303-X-1-.03 Board Members. The Board shall consist of nine members to be appointed by the Governor of the State of Alabama. One member shall be appointed from each congressional district, and there shall be two members-at-large who shall be appointed from any location in the state who shall be members of the Alabama State Electrical Workers Association. After the original appointments, all Board members shall be appointed for terms of three years. Each term shall expire on June 30 of the last year of such term, and no member shall succeed himself. Vacancies on the Board for any cause shall be filled by appointment by the Governor for the balance of the unexpired term. Members shall serve until their successors are appointed.

Author: D. Mike Weeks

Statutory Authority: Code of Ala. 1975, §§ 34-36-1, et seq.

History: Filed March 7, 1986.

303-X-1-.04 Duties Of Board Members. Each Board member shall make an effort to attend all meetings of the Board. Board members are charged with safeguarding homeowners, other property owners and tenants against faulty, inadequate, inefficient, or unsafe electrical installations, and to protect the life, health and property of homeowners, other property owners and tenants in the State of Alabama. The Board members are charged with establishing the Board's policies and procedures.

Author: D. Mike Weeks

Statutory Authority: Code of Ala. 1975, §§ 34-36-1, et seq.

History: Filed March 7, 1986.

303-X-1-.05 Compensation Of Board Members. Board members shall be entitled to per diem expenses and other authorized compensation as prescribed by the Board and in accordance with the "Alabama Electrical Contractors Act."

Author: D. Mike Weeks

Statutory Authority: Code of Ala. 1975, §§ 34-36-1, et seq.

History: Filed March 7, 1986.

303-X-1-.06 Meetings, Quorum And Order Of Business. The Board shall have at least two meetings each year. Special meetings may be called by the chairman at his discretion or on written

request of five other members to the executive secretary. The Board shall meet at least once in the first quarter and once in the third quarter of the year. For the transaction of business, five members of the Board shall constitute a quorum. Every decision at a meeting shall be by a majority vote of those present. The order of business at Board meetings shall be established by the chairman and the executive secretary. Unless required otherwise by law, Roberts' Rules of Order shall be used in the conduct of the business of the Board.

Author: D. Mike Weeks

Statutory Authority: Code of Ala. 1975, §§ 34-36-1, et seq.

History: Filed March 7, 1986.

303-X-1-.07 Election Of Officers. Annually, the Board shall elect a chairman and vice chairman who must be members of the Board, whose initial terms shall expire on June 30 of the year following their election and annually on June 30 thereafter. No one Board member may serve more than two consecutive terms in any one office.

Author: D. Mike Weeks

Statutory Authority: Code of Ala. 1975, §§ 34-36-1, et seq.

History: Filed March 7, 1986.

303-X-1-.08 Chairman And Vice Chairman. The chairman shall exercise general supervision of the Board's affairs, shall preside at all meetings when present, shall appoint all committees, shall sign all vouchers (or with approval of the Board, may delegate this duty to the executive secretary), and shall perform all other duties pertaining to this office. The vice chairman, in the absence of the chairman, shall perform all the duties of the chairman. Following Roberts' Rules of Order, the chairman may cast a tying vote or may cast the vote to break a tie in a vote that has been taken; in either case, the chairman may vote one time only.

Author: D. Mike Weeks

Statutory Authority: Code of Ala. 1975, §§ 34-36-1, et seq.

History: Filed March 7, 1986.

303-X-1-.09 Executive Secretary. The executive secretary shall be an administrative officer of the Board. He shall supervise the day-to-day operations of the Board. He shall act as its recording and corresponding secretary and shall have custody of and shall safeguard and keep in good order all property and records of the Board; cause written minutes of every meeting of the Board to be kept in the Book of Minutes of this Board; sign all instruments and matters that require approval of the Board; act as treasurer and receive and deposit all funds to the credit of the "Electrical Contractors Board's Fund" in the State Treasury; sign all bills before requesting the State Comptroller to make payment of any accounts.

Author: D. Mike Weeks

Statutory Authority: Code of Ala. 1975, §§ 34-36-1, et seq.

History: Filed March 7, 1986.

303-X-1-.10 Employees And Contract Agreements. The Board may employ or contract for any clerks, experts, attorneys and others, as may be necessary for the operation of the Board. The Board also shall have the power to make contract agreements in accordance with state law.

Author: D. Mike Weeks

Statutory Authority: Code of Ala. 1975, §§ 34-36-1, et seq.

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